



25TH ANNIVERSARY MARTIN LUTHER KING, JR. NATIONAL DAY OF SERVICE Grant Application Guidelines

*All proposed events or activities must occur on or around MLK Day- Friday, January 7, 2011 to Friday, January 31, 2011.
Preference will be given to events scheduled for MLK Day- Monday, January 17, 2011.*

Grant Amounts

Grants will be awarded based upon project needs, at values between \$500 and \$2500. The amount of the award will be determined based upon the strength of the application, the financial needs of the project, and evidence of collaboration among various organizations. All grant awards will be in the form of reimbursement. Reimbursements will be processed following receipt of the Final Report and Invoices provided to OFBCI by the project organizer.

Purpose

Service projects that focus on education, supporting veterans and military families, healthy futures, economic opportunities, public safety, clean energy/environmental stewardship, and/or disaster preparedness. Please note that funds are available only to fund volunteer and service projects.

Eligible Applicants

Organizations in Indiana, including national service grantees, Volunteer Centers, tax exempt 501(c)3 organizations, colleges, universities, K-12 institutions, etc.

Application Instructions

The application requires three separate sections:

1. Online application that can be found at www.surveymonkey.com/s/INDIANAMLKDAY2011.
2. Budget Worksheet which to be completed and returned to OFBCI.
3. If you are not currently a state vendor, please complete and fax the completed vendor form to OFBCI. The form can be found at: <https://forms.in.gov/Download.aspx?id=7159>.

Please note that it may take up to forty five (45) days to process the vendor form.

Application Deadline

All application materials must be received by Tuesday, December 21, 2010 at 12:00 p.m.

Reporting Requirement

Grant recipients must provide the Office of Faith-Based and Community Initiatives with a completed final report within 30 days of the project/activity. (See attached Final Report)

Funding Preferences

Funding preference will be given to applicants who:

- Developed projects that focus on education, supporting veterans and military families, healthy futures, economic opportunities, public safety, clean energy/environmental stewardship, and/or disaster preparedness.
- Demonstrate collaboration among multiple organizations
- Schedule the project for MLK Day- Monday, January 17, 2011

Notification

All applicants will be notified electronically by Monday, January 3, 2011.

Corporation for
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SERVICE** 

Please submit all applications to/ Send questions to:

Julie D. Singer · AmeriCorps*VISTA · Office of Faith-Based and Community Initiatives
302 W. Washington Street Room E012 · Indianapolis, Indiana 46204
Phone: (317) 233-4273 · Fax: (317) 233-5660 · JuSinger@ofbci.IN.gov



25TH ANNIVERSARY MARTIN LUTHER KING, JR. NATIONAL DAY OF SERVICE

What is the Martin Luther King, Jr. Day of Service?

After a long struggle, legislation was signed in 1983 creating a federal holiday marking the birthday of Rev. Dr. Martin Luther King, Jr. The federal holiday was first observed in 1986, making 2011 the 25th anniversary of the Dr. Martin Luther King, Jr. federal holiday.

In 1994, Congress designated the Martin Luther King Jr. Federal Holiday as a national day of service and charged the Corporation for National and Community Service with leading this effort. Taking place each year on the third Monday in January, the MLK Day of Service is the only federal holiday observed as a national day of service – a "day on, not a day off."

The MLK Day of Service empowers individuals, strengthens communities, bridges barriers, creates solutions to social problems, and moves us closer to Dr. King's vision of a "Beloved Community."

Why serve on MLK Day of Service?

Dr. King believed in a nation of freedom and justice for all, and encouraged all citizens to live up to the purpose and potential of America by applying the principles of nonviolence to make this country a better place to live—creating the Beloved Community.

On the 25th anniversary of the King Federal Holiday, we still have work to do to realize Dr. King's dream. MLK Day of Service is the perfect time for Americans to answer Dr. King's challenge to do something for others. Just as Dr. King set big goals and focused relentlessly on results, we need sustained citizen action to address today's social challenges.

The MLK Day of Service is a way to transform Dr. Martin Luther King, Jr.'s life and teachings into community action that helps solve social problems. That service may meet a tangible need, or it may meet a need of the spirit. On this day, Americans of every age and background celebrate Dr. King through service projects that strengthen communities, empower individuals, bridge barriers, and create solutions.

What types of service are encouraged?

All types of service are encouraged; especially service that connects participants to ongoing service throughout the year. The service project may meet a tangible community need such as fixing up a school or playground, or it may meet a need of the spirit, such as building a sense of community or mutual responsibility. Service projects that focus on education, supporting veterans and military families, healthy futures, economic opportunities, public safety, clean energy/environmental stewardship, and/or disaster preparedness are encouraged. Ideally, service projects and activities will be connected to the life and teachings of Dr. King while strengthening communities and empowering participants to achieve common goals.

Who can participate in the MLK Day of Service?

People of all ages, backgrounds, and abilities are encouraged to participate in some manner on the MLK Day of Service holiday and to make it the day each year when they recommit to making a difference in their community. As Dr. Martin Luther King Jr. said; "Everybody can be great because everybody can serve."

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25TH ANNIVERSARY MARTIN LUTHER KING, JR. NATIONAL DAY OF SERVICE Budget Worksheet

Please complete the following worksheet by listing any and all expected expenditures for the MLK Day of Service project. Please be specific in listing the item required and its source. When listing the price for the item, please indicate the total cost for the quantity requested, not the cost per item.

- Grant funds can be used for project materials and supplies (i.e. snacks for volunteers, t-shirts, printing, advertisement, etc).
- Funds cannot be used for staffing, personnel costs, honoraria or fees for speaking.
- Funds cannot be used to support any activity not connected to service.
- Funds cannot be used to inhibit or advance religion in a material way; funds may not be used to fund religious instruction, worship or proselytizing.

PLEASE SUBMIT COMPLETED FORM TO:

Julie D. Singer · AmeriCorps*VISTA · Office of Faith-Based and Community Initiatives
302 W. Washington Street Room E012 · Indianapolis, Indiana 46204
Phone: (317) 233-4273 · Fax: (317) 233-5660 · JuSinger@ofbci.IN.gov





25TH ANNIVERSARY MARTIN LUTHER KING, JR. NATIONAL DAY OF SERVICE

Final Report

Name: _____

Organization: _____

Address: _____

City, State, ZIP: _____

Phone: _____

Fax: _____

Email: _____

Community Partners/Collaborating Organizations: _____

Please provide the following information (2 page maximum):

- Brief overview of the event. Please include one or two things that you feel were very successful and what challenges you faced.
- Total number of event volunteers and recipients benefited from the project as well as the total number of volunteer hours served.
- What plans and strategies are in place to continue to engage the volunteers generated for the MLK Day of Service?

The following documentation is to be provided separately:

- Documentation of your event. This could include photographs, media publications, videos, a listing of special guests and/or elected officials, etc.
- Inspiring/moving stories, quotes, or other qualitative information about the event.
- Invoice documenting actual expenditures for the project as well as receipts for ALL materials used for the event, regardless of whether they are purchased with grant funding.

Please include pictures for your event that can be used for future publication and recognition. Please secure proper permission for sharing these photos.

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